



DEFENSE INTELLIGENCE AGENCY

WASHINGTON, D.C. 20301

DIA Declassification/Release Instructions on File

19 AUG 1975

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MEMORANDUM FOR DEPUTY TO THE DCI FOR NATIONAL INTELLIGENCE OFFICERS

SUBJECT: Tasking for KIQ/KEP Activities

1. Last year, as the KIQ/KEP program began to impact upon DIA and the Services, a DIA Coordinator for NIO and ICS KIQ/KEP Activities was appointed and a network of prime contacts established. You have received copies of the list--CONTACTS FOR NIO and ICS KIQ/KEP/DKIQ ACTIVITIES, the latest dated 22 July 1975. The list includes a Designated Point of Contact (DPOC) for each KIQ. These DPOCs have provided some measure of continuity and coordination by receiving the KIQ/KEP tasks, following them through to final completion and anticipating the follow-on tasks and other fall-out. These DPOCs have the analytical and clerical support required for the sequential KIQ/KEP tasks, and the personal knowledge of related collection/production activities that are volunteered in the Strategy Reports and are entered in the Performance Reports. The DPOC system has worked fairly well in handling the stream of tasks--through autonomous actions coordinated-by-exception by the DIA Coordinator.
2. At the present time the KIQ formulation and KEP Performance Report actions are going on simultaneously (about 280 actions), involving the NIOs, the ICS, the USIB Collection Committees, and both the substantive and the collection elements of DIA and the Services. To avoid missed collaboration, missed suspenses, and occasionally, totally missed actions, it is requested that the DPOC system be adhered to closely.
3. For the various parts of the formal KIQ/KEP managerial program itself (formulation, Strategy Reports, Performance Reports) please address all requests for inputs to the DPOCs as identified with each KIQ on the enclosure. If a formal action involves more than one KIQ and DPOC, please

either address all DPOCs involved or task through the Coordinator. Courtesy copies of KIQ/KEP documents, sent to the Service Points of Contact listed in the enclosure, would speed the DoD combined response.

1 Enclosure
Contacts for NIO,
ICS and KIQ/KEP/DKIQ
Activites, 22 July 1975

V. Reepy,
Donald P. Harvey

D. P. HARVEY
Rear Admiral, USN
Chief of Staff/Deputy for
Management and Plans

George -
We may be clumsy but
we are trying.
Don